

Victim Services Training Grant
 Request for Grant Applications
 Submission Checklist

For Applicant use, do not submit with application

1	<input type="checkbox"/>	PDF application - staff professional development (at least <i>60 calendar days</i> prior to the event)*
2	<input type="checkbox"/>	PDF application - hosting (at least <i>90 calendar days</i> prior to the event)*
3	<input type="checkbox"/>	Contractor Authorized Signatory Form*
4	<input type="checkbox"/>	Assurances Form*
5	<input type="checkbox"/>	Certifications Regarding Lobbying, Debarment, Suspension and other Responsibility Matters*
6	<input type="checkbox"/>	Office for Civil Rights Certification Form*
7	<input type="checkbox"/>	General VOCA Subgrant Conditions & Certification Form*
8	<input type="checkbox"/>	Acceptance of Special Conditions*
9	<input type="checkbox"/>	Commonwealth Terms and Conditions**
10	<input type="checkbox"/>	Request for Taxpayer Identification Number and Certification (W-9) Form**
11	<input type="checkbox"/>	Electronic Funds Transfer Sign Up Form**

**This form is available on [COMMBUYS](https://www.commbuys.com) and www.mass.gov/mova*

***if applicable (if not currently a state vendor)*